

# **County of Cook, Illinois**



## **DRAFT 2013 Program Year Consolidated Annual Performance and Evaluation Report (CAPER)**

**(Anticipated Submittal – December 2014)**

**Toni Preckwinkle, President  
Cook County Board of Commissioners**

***Prepared by:* The Department of Planning and Development  
of the  
Bureau of Economic Development**

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# CAPER

## Fourth Program Year

The Consolidated Annual Performance and Evaluation Report (CAPER) includes Narrative Responses to CAPER questions that CDBG, ESG, and HOME grantees must answer each year to be compliant with HUD consolidated planning regulations. This CAPER covers the fourth program year related to the current Consolidated Plan.

### GENERAL

#### **Executive Summary**

##### **Purpose and Scope**

The Consolidated Annual Performance and Evaluation Report (CAPER) is an annual performance report required by the U.S. Department of Housing and Urban Development (HUD) which must include a summary of available resources, specific program and/or project investments, and related beneficiaries and outcomes. A CAPER correlates with both the Consolidated Plan and the Annual Action Plan as it relates to the same program year. This particular CAPER consists of the fourth year of the current 2010-2014 Consolidated Plan and corresponds with the Annual Action Plan that covers Program Year (PY) 2013 that spans October 1, 2013 through September 30, 2014.

This CAPER covers HUD entitlement funding for the following programs:

- Community Development Block Grant (CDBG)
- Emergency Solutions Grants (ESG)
- HOME Investment Partnerships (HOME)

The programs and projects outlined in the CAPER are restricted to Cook County's jurisdiction under the CDBG Urban County and HOME Consortium. Presently, the CDBG Urban County includes all suburban municipalities under 50,000 in population (except Morton Grove), unincorporated areas, and the City of Chicago Heights. All members of the CDBG Urban County are automatically members of the HOME Consortium. In addition, Cicero, Berwyn, and Oak Park were members of the HOME Consortium for PY 2013.

In cases where Cook County municipalities receive direct funding from HUD under CDBG, HOME, and/or ESG, they report performance data directly to HUD via their own CAPER. The following municipalities receive CDBG funding directly from HUD: Arlington Heights, Berwyn, Chicago, Cicero, Des Plaines, Elgin, Evanston, Hoffman Estates, Mount Prospect, Oak Lawn, Oak Park, Palatine, Schaumburg, and Skokie. The following municipalities receive HOME funding directly from HUD: Chicago and Evanston. The following municipalities receive ESG funding direct from HUD: Chicago, Evanston, and Oak Park.

Under an initiative jointly led by HUD Region V and Cook County executive leadership, efforts are currently underway to solicit the addition of remaining non-member communities to the Urban County and/or the Consortium. Mount Prospect and Schaumburg have elected to join the HOME Consortium for PY 2014 as well as Hoffman Estates and Palatine for PY 2015. Discussion with the remaining non-member communities excluding the City of Chicago is currently ongoing: Arlington Heights, Des Plaines, Evanston, Oak Lawn, and Skokie.

### **Administration**

The Cook County Board of Commissioners has designated the Department of Planning and Development within the Bureau of Economic Development to serve as the lead agency for administration of all HUD-funded programs on behalf of suburban Cook County.

### **Resources**

In PY 2013, the actual budget for Cook County's HUD programs totaled \$17,904,385.16 and consisted of the following resources:

<b>Source</b>	<b>Entitlement Grant</b>	<b>Required Match</b>	<b>Program Income</b>
CDBG	\$9,879,916	N/A	\$16,500
ESG	\$641,618	\$641,618	N/A
HOME	\$4,010,700	\$1,002,675**	\$1,711,358.16
<b>TOTAL</b>	<b>\$14,532,234</b>	<b>\$1,644,293</b>	<b>\$1,727,858.16</b>

\*\* Note – full HOME match reconciliation currently in process. See Appendix for more information. Amount indicated here is required 25% match proportion.

Both the ESG and HOME program regulations have a match requirement of one-hundred (100) percent and twenty-five (25) percent respectively. Due to limited corporate funds, required match is fully furnished by funding recipients based upon eligible match sources. In some cases, the amount of match provided actually exceeds the required amount. While CDBG funds do not specifically require match, related funding recipients often leverage additional public and private resources.

In addition to PY 2013 resources, Cook County continued to work to commit and expend older available funds across all three programs. Please see the Appendix for details.

Ongoing efforts to commit and expend remaining funds intensified in PY 2013 and will continue in PY 2014. Remaining available funding is anticipated to be fully committed in PY 2014 based upon a revitalized project pipeline. Funding expenditures across all remaining years are also expected to accelerate based upon currently active and pending projects. Some projects may have been subject to minor internal amendments as allowable under HUD and Cook County rules.

Project management and invoice processing protocols across all three programs continued to be refined in PY 2013 to promote more timely and efficient expenditure of grant dollars.

### **Applicable Goals and Strategies**

As noted earlier, this CAPER correlates with the 2013 Annual Action Plan and 2010-2014 Consolidated Plan, that outlined the following strategies over the covered term. Based upon current economic conditions, assessed need and available resources, some strategies as noted below are not addressed in each Annual Action Plan and corresponding CAPER.

In PY 2012, the County submitted a successful application to the Chicago Metropolitan Agency for Planning (CMAP) Local Technical Assistance (LTA) program for technical assistance in the concurrent development of a 2015-2019 Consolidated Plan (Con Plan) (due to HUD in August of 2015) and a Comprehensive Economic Development Strategy (CEDS) (due to the Economic Development Administration in February of 2015). This technical assistance is valued at approximately \$100,000. This marks the first time the County will be developing both plans in tandem as part of a singular plan document. This strategic planning initiative was formally launched in October 2013 and is known as "Planning for Progress". It is anticipated that this new Con Plan will be more targeted in its approach and will usher in a new era of place-based, data-oriented, collaborative decision-making. This new plan will be integrated in HUD's new web-based eCon Planning Suite system which will also provide a more structured framework for HUD plan and report development and submission including the Con Plan, Annual Action Plan, and CAPER documents. The County is excited about these new developments and believes they will result in a strategic plan that more accurately reflects local needs and priorities, promotes transparency, and facilitates more effective and efficient implementation. Draft plan development is currently in progress.

### **Affordable Housing Strategies:**

**1.1 Affordable Housing Program:** provide financing to qualified developers to preserve and increase the supply of affordable multi-family rental housing units through acquisition, rehabilitation, and new construction of rental housing for low- and moderate-income households.

**1.2 Tenant-Based Rental Assistance:** provide rental assistance to low- and extremely low-income renter households at-risk of homelessness.

**1.3 Homeowner Rehabilitation:** provide financial assistance to existing homeowners to preserve and improve the existing supply of affordable owner-occupied housing units through rehabilitation and energy efficiency improvements.

**1.4 Homebuyer Assistance:** provide financing and HUD-certified counseling to qualified low- and moderate-income households looking to purchase their first home.

## **Homeless Strategies:**

**2.1 Shelter Operations:** provide support and assistance to the Continuum of Care and the network of emergency shelter, transitional housing, and homeless service providers in order to accomplish the ultimate goal of moving homeless individuals and families into permanent housing situations.

**2.2. Homeless Prevention:** provide financial and counseling assistance to organizations that assist individuals and families at-risk of becoming homeless.

**2.3 Permanent Supportive Housing Development:** provide financing to qualified developers to increase the supply of permanent supportive housing opportunities for chronically homeless persons.

**2.4 Permanent Supportive Housing Rental Assistance:** provide tenant-based rental assistance to support permanent supportive housing opportunities for chronically homeless persons.

## **Supportive Housing Strategies:**

**3.1 Permanent Supportive Housing Development:** provide financing to qualified developers to preserve and increase the supply of permanent supportive rental housing through acquisition, rehabilitation, and new construction.

## **Community Development Strategies:**

**4.1 Facilities and Infrastructure Improvements:** provide assistance to targeted low-income communities to upgrade infrastructure, capital improvement projects, and public facility improvements, with a focus on low- and moderate-income areas.

**4.2 Housing Services:** increase the level of housing-related public services available and accessible to low- and moderate-income households.

**4.3 Social Services:** provide financial assistance to non-profits and public agencies to increase the availability of community-based services designed to enhance the quality of life for low- and moderate-income households.

**4.4 Economic Development:** provide economic development assistance to new and existing businesses to retain or create new employment opportunities for low- and moderate-income persons.

**4.5 Blight Removal:** clear and remove blighted structures that destabilize neighborhoods and detract from neighborhood investment in order to redevelop the property that contributes to the sustainability of the area.

**4.6 Neighborhood Planning:** provide planning assistance to communities and neighborhoods in CDBG-eligible areas.

## **Objectives and Outcomes**

In Program Year 2013, Cook County HUD resources were anticipated to be allocated in accordance with the HUD Performance Measurement Framework as noted below (exclusive of dollars set-aside for planning and administration):

<b>OBJECTIVES &amp; OUTCOMES</b>	<b>Availability</b>	<b>Affordability</b>	<b>Sustainability</b>	<b>TOTALS</b>
<b>Suitable Living Environment</b>	\$1,992,644 (CDBG) \$419,500(ESG)	\$0	\$4,852,110 (CDBG)	\$7,264,254
<b>Decent Housing</b>	\$0	\$3,609,630 (HOME) \$441,909 (CDBG) \$174,000 (ESG)	\$167,270 (CDBG)	\$4,392,809
<b>Economic Opportunity</b>	\$0	\$0	\$450,000 (CDBG)	\$450,000
<b>TOTALS</b>	<b>\$2,412,144</b>	<b>\$4,225,539</b>	<b>\$5,469,380</b>	<b>\$12,107,063</b>

Note - In some cases, in light of updated project information and/or related minor internal amendments, modification of the objective/outcome coding was necessary so these figures may have fluctuated during PY 2013.

## **Public Participation**

This CAPER was developed in accordance with Cook County's current Citizen Participation Plan, which facilitates public input and comment for all HUD-funded programming. The public consultation process for PY 2013 included public hearings on the proposed funding allocations, Annual Action Plan, and CAPER conducted by the Community Development Advisory Council (CDAC), Economic Development Advisory Committee (EDAC), and/or Cook County Board as appropriate. The Draft CAPER was made available to the public via the Cook County website as well as on-site at Cook County offices. All related public meetings as well as availability of the draft report for public review and comment were advertised via local newspaper as well as the Cook County website, blog, and listservs. A summary of the related EDAC CAPER public hearing as well as any written comments received, as available, is in the Appendix.

## **Performance Summary and Future Planning**

Given the reorganization of the Department of Planning and Development into the Bureau of Economic Development and ongoing internal restructuring, Cook County evaluated progress and challenges to date during PY 2013 as a means to inform and enhance operations and strategies.

Cook County CDBG dollars support various community and economic development activities including but not limited to infrastructure improvements, public facilities, public services, demolition, and housing rehabilitation. In a typical year, CDBG provides direct benefits (through a funded service or facility) to approximately 90,000 residents, more than 70% of whom are low- and moderate- income. Since program inception in 1986, Cook County has received \$348,301,135 in CDBG funds. Cumulatively, approximately 100% of all funds received have been formally committed and 95% disbursed.

While Cook County has faced challenges in meeting timeliness standard ratio requirements recently, a workout plan to address this issue was successfully implemented in 2012 in coordination with HUD headquarter and Region V offices. The County was able to satisfy the HUD timeliness standard in advance of the August 2013 deadline through a multifaceted strategy that included funding reprogramming, expansion of internal controls, and intensified subrecipient oversight to help ensure that the County continues to satisfy this annual HUD requirement going forward. The County remained compliant with this timeliness standard throughout PY 2013.

Cook County ESG dollars subsidize the operations of essential homeless shelters and support the provision of services that serve as a safety net for those most in need. In a typical year, ESG benefits approximately 5,000 persons who are homeless or at-risk of homelessness. Since program inception in 1987, Cook County has received \$10,087,785.98 in ESG funds. Cumulatively, approximately 100% of all funds received have been formally committed and nearly 97% disbursed.

Cook County HOME dollars support the development or preservation of affordable housing for low-income households. Since program inception in 1992, Cook County has received \$121,865,536 in HOME funding to date. Cumulatively, approximately 93% of all funds received have been formally committed and 84% disbursed. Since its launch, the County's HOME program has assisted 3,563 housing units and households. Significant progress has been made since 2010 in the commitment and expenditure of older HOME funds including the successful retention of nearly \$5 million at risk of recapture due to non-expenditure and nearly \$24 million at risk of deobligation due to non-commitment.

A significant data cleanup initiative in the HUD Integrated Disbursement and Information System (IDIS) across all three programs intensified in 2013 resulting in the cancellation, completion, or revision of activities as appropriate. These efforts will continue in PY 2014.

Going forward, efforts to enhance internal and funding recipient capacity as well as improve funding commitment, disbursement, and project completion rates will continue and expand. While recent decreases in Federal entitlement dollars nationwide will be challenging given increasing community needs and service demands, Cook County is poised to move forward to seek and solicit additional competitive funding, better evaluate critical local needs, and strategically leverage available resources under the leadership of current senior management including the Bureau Chief, Director, and three Deputy Directors, focused upon housing, economic development, and community development respectively.

## **General Questions**

### **1. Assessment of the one-year goals and objectives:**

#### **a. Describe the accomplishments in attaining the goals and objectives for the reporting period.**

This CAPER correlates with the PY 2013 Annual Action Plan and PY 2010-2014 Consolidated Plan, which outlined strategies and goals over the covered term. Based upon current economic conditions, assessed need and available



resources, some strategies as noted below are not addressed in each Annual Action Plan and corresponding CAPER.

Based upon the ongoing reorganization of programming and staffing under new leadership, Cook County is in the process of evaluating existing goals and strategies to identify potential necessary changes. As noted earlier, the County is embarking on Planning for Progress in coordination with CMAP which will include our next Consolidated Plan.

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status. Note – despite requests, a few final performance reports CDBG capital improvement and public services funding recipients remain outstanding. County follow-up is ongoing. Continued non-compliance with this requirement will result in appropriate monitoring sanctions.

Strategy Type	Strategy	2010-2014 Goal	2013 Goal	Comments
Affordable Housing Strategies	1.1 Affordable Housing Program	Assist 950 housing units	Assist 190 housing units	See Appendix
Affordable Housing Strategies	1.2 Tenant-Based Rental Assistance	Assist 875 housing units	Assist 175 housing units	Program inactive in PY 2013
Affordable Housing Strategies	1.3 Homeowner Rehabilitation	Assist 225 housing units	Assist 45 housing units	Program inactive in PY 2013
Affordable Housing Strategies	1.4 Homebuyer Assistance	Assist 125 housing units	Assist 25 housing units	Program inactive in PY 2013
Homeless Strategies	2.1 Shelter Operations	Assist 7,500 households	Assist 1,500 households	See Appendix
Homeless Strategies	2.2. Homeless Prevention	Assist 600 households	Assist 120 households	See Appendix
Homeless Strategies	2.3 Permanent Supportive Housing Development	N/A – Included in Overall Affordable Housing Goals	N/A – Included in Overall Affordable Housing Goals	See Appendix
Homeless Strategies	2.4 Permanent Supportive Housing Rental Assistance	N/A – Included in Overall Affordable Housing Goals	N/A – Included in Overall Affordable Housing Goals	See Appendix
Supportive Housing Strategies	3.1 Permanent Supportive Housing Development	N/A – Included in Overall Affordable Housing Goals	N/A – Included in Overall Affordable Housing Goals	See Appendix
Community Development Strategies	4.1 Facilities and Infrastructure Improvements	Assist 275 facilities	Assist 55 facilities	See Appendix

Community Development Strategies	4.2 Housing Services	Assist 10,000 households	Assist 2,000 households	See Appendix
Community Development Strategies	4.3 Social Services	Assist 5,000 households	Assist 1,000 households	See Appendix
Community Development Strategies	4.4 Economic Development	Assist 50 businesses	Assist 10 businesses	See Appendix
Community Development Strategies	4.5 Blight Removal	Demolish 100 properties	Demolish 20 properties	See Appendix
Community Development Strategies	4.6 Neighborhood Planning	N/A – Included in Administration	N/A – Included in Administration	See Appendix

**b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

**c. If applicable, explain why progress was not made towards meeting the goals and objectives.**

As noted earlier, this CAPER correlates with the PY 2013 Annual Action Plan and PY 2010-2014 Consolidated Plan that outlined various strategies and goals over the covered term. It appears that some of the goals and objectives may require revision in the next Consolidated Plan to establish benchmarks that are more realistic and measures that are more effective. Based upon the ongoing reorganization of programming and staffing under new leadership, Cook County is in the process of evaluating existing goals and strategies to identify potential necessary changes. As noted earlier, the County is embarking on Planning for Progress in coordination with CMAP which will include our next Consolidated Plan.

In the interim, the County recognizes that some current and prospective funding recipients have limited resources and capacity. Cook County continues to monitor and evaluate this issue through daily project management across all programs. To the extent possible and reasonable, Cook County provides informal technical assistance regarding program and project requirements to improve performance and compliance. These efforts will continue in PY 2014.

Cook County also continues to work to enhance internal administrative capacity to promote more effective grants management. The ongoing reorganization of staffing and operations contributes to this effort.

**2. Describe the manner in which the recipient would change its program as a result of its experiences.**

As noted earlier in this report, the programs and operations of the Cook County Department of Planning and Development continue to evolve under new

leadership. Dialogue regarding how to best leverage increasingly limited resources while striving to address ever changing and growing community needs is ongoing. For example, recently there has been increased use of CDBG funds for economic development with a focus on job creation in areas of need. Senior management has begun to identify, and where possible implement, efficiency improvements related to organizational structure, staffing and professional development, policies/procedures/documentation, marketing and outreach, etc. Amidst all of this change, it has become clear that the strategic plans currently in place will need to change in their next editions to more closely reflect the new vision of Cook County under President Toni Preckwinkle's leadership. As noted earlier, the County has begun Planning for Progress in coordination with CMAP which will include our next Consolidated Plan.

### **3. Affirmatively Furthering Fair Housing:**

#### **a. Provide a summary of impediments to fair housing choice.**

#### **b. Identify actions taken to overcome effects of impediments identified.**

As a Federal funding recipient, Cook County is committed to affirmatively furthering fair housing both within and beyond its HUD-funded grant programs.

Broadly, the Cook County Commission on Human Rights (CCCHR) enforces the Cook County Human Rights Ordinance, which was initially adopted on March 16, 1993. This ordinance is designed to protect all people who live and work in Cook County from discrimination and sexual harassment in employment, public accommodations, housing, credit transactions, County services, and county contracting.

The ordinance prohibits these forms of discrimination when they are based upon a person's race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, source of income, housing status, or gender identity. In July of 2012 modification of the ordinance to include housing choice vouchers as a protected source of income was approved by the Cook County Board. Implementation is ongoing.

The CCCHR enforces this ordinance by investigating, conciliating, and conducting hearings on complaints of discrimination. In addition, the CCCHR develops and conducts educational programs designed to prevent discrimination before it occurs and to promote better relations among the County's diverse racial, ethnic, religious, cultural, and social groups. The CCCHR shares jurisdiction over complaints with other enforcement agencies including the Chicago Commission on Human Relations, Illinois Department of Human Rights, U.S. Equal Employment Opportunity Commission, and HUD.

Within the Cook County Department of Planning and Development, efforts related to promotion and enforcement of fair housing specific to HUD funded programs have expanded.

In PY 2013, Cook County continued to implement its recently updated Analysis of Impediments to Fair Housing Choice (AIFHC). As the prior AIFHC was several years old, the updated AIFHC helped to identify current obstacles as well as laid the framework for strategies for enhanced compliance. The updated AIFHC outlined a basic framework for improving municipal funding recipient compliance in

accordance with a tiered scale. Internal discussion as well as communication with the CCCHR regarding implementation is ongoing. The County contracted with the Chicago Area Fair Housing Alliance (CAFHA) – an important fair housing stakeholder group – to assist further with implementation. Related work is currently underway. It is also anticipated that the next Consolidated Plan will more fully summarize this compliance initiative and create a base for future reporting on related strategies, goals, and accomplishments via Annual Action Plan and CAPER submittals going forward.

In the interim, potential funding applicants are also subject to compliance measures across the various programs. All funding application materials highlight major Federal requirements including fair housing compliance. Applicants for HOME affordable housing development funding are also required to provide an affirmative marketing plan and tenant selection plan (as applicable). CDBG funding applicants can attend a pre-application workshop, which includes an overview of funding requirements including fair housing as appropriate.

Funding recipients receive written agreements, which outline pertinent Federal rules and regulations as well as related compliance requirements based upon the funding source. Funding recipients of HOME affordable housing development provide progress updates on affirmative marketing and tenant selection initiatives as well as occupancy status during the required monitoring process. CDBG funding recipients are also required to attend a post-award workshop whereby contractual agreements are distributed and an overview of major requirements including fair housing compliance as appropriate is presented.

Fair housing efforts include targeted outreach, education, and compliance specific to CDBG-funded municipal agencies. CDBG municipal funding applicants are required to provide an updated Fair Housing Action Plan, which should include all of the protected classes outlined in the County's ordinance and detail current or planned actions to affirmatively further fair housing in their community. Cook County staff continues to monitor municipal fair housing compliance via desk and on-site reviews of documentation, policies, and processes. It is anticipated that these compliance efforts will intensify in PY 2014.

The Cook County Department of Planning and Development continues to consult with fair housing stakeholders including CCCHR, HUD CPD and FHEO, and the CAFHA as it strives to enhance fair housing compliance both internally and Countywide. CAFHA has proven a valuable partner in the process as a consortium of fair housing and advisory organizations, government agencies, and municipalities committed to the value of fair housing, diversity, and integration. In PY 2013, Cook County continued to provide financial support for fair housing activities via the provision of CDBG funding to regional agencies for support of fair housing education, outreach, testing, and enforcement activities.

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

#### **4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.**

The Consolidated Plan and Annual Action Plan identified several barriers to fulfilling underserved needs. However, the key obstacle concerns a lack of

available resources. Recent reductions in Federal formula grant programs coupled with limited municipal capacity to address key issues in suburban communities have spurred Cook County to pursue competitive grant opportunities to supplement existing dollars. Cook County also realizes that it must make the most of the funding that it does have by targeting sub-regional clusters in the North, West, and South with strategies and investments reflecting local needs. In PY 2013 and continuing into PY 2014, Cook County is assessing local needs and related capacity and resources as part of developing a more strategic investment framework through Planning for Progress.

The Transition Team for Cook County President Toni Preckwinkle identified the need to develop a more robust economic development program early on. Ultimately, this work served as the impetus for several new initiatives initially launched in PY 2012 and continuing with implementation in PY 2013, which also aim to address obstacles to meeting underserved needs.

In late PY 2011, Cook County prepared and submitted an application for Section 108 Loan Guarantee funding to HUD which was subsequently approved. The application outlined plans to establish a \$30 million loan pool known as the BUILT (Broadening Urban Investment to Leverage Transportation) in Cook Loan Fund. The loan pool will be utilized to fund projects located within suburban Cook County that provide clear economic and community development benefits to low- and moderate-income persons and their communities. The Section 108 Loan Pool represents a new tool that the County can potentially use to support economic development efforts in targeted slow growth areas with market potential as well as in stronger market areas where new jobs could be made available to low- and moderate-income residents. Funds will be utilized to support a wide range of CDBG-eligible activities contingent upon evolving local needs, and available resources. Specifically, Section 108 financing will enable Cook County to support large-scale projects and activities on an accelerated timeline not feasible with current resources for a broader economic development impact including support to sustain and grow local businesses as well as create and retain jobs for low- and moderate-income persons. The County is continuing to implement this program with the first proposed loan recently approved by the County Board and expected to be issued in PY 2014.

Additionally, Cook County has formally established the Cook County Land Bank Authority, which is the largest in the nation. The CCLBA grew out of a committee that was tasked with studying and advising County leadership regarding a responsible, legal, and effective model for the land bank, as well as the potential budget, target areas, and scope of services. The Committee was also charged with evaluating methods and recommending initiatives to market existing tax incentives in conjunction with strategies for community revitalization, economic growth, and the development of affordable housing and open space. An Executive Director has been hired along with additional staff. Initial property acquisitions have also been completed.

In PY 2013, Cook County also continued the work of the Council of Economic Advisors, a group of more than twenty distinguished business and civic leaders from across the region who will advise the County on how to promote long-term economic growth within Cook County as well as throughout the broader region.

## **5. Leveraging Resources**

### **a. Identify progress in obtaining “other” public and private resources to address needs.**

In addition to CDBG, ESG, and HOME funding, the County continues to explore additional funding opportunities to improve the quality of life for Cook County households. Given recent national reductions in formula grant programs, the County recognizes the need to adapt its grant operations to the reality of decreasing funds and increasing demands. Cook County continues to position itself to apply for competitive grants both individually as well as in partnership with local or regional public, private, and non-profit stakeholders.

As noted earlier, the County is embarking on Planning for Progress in coordination with CMAP which will include our next Consolidated Plan. CMAP is supporting this effort with staff based upon the County’s successful application in PY 2012 to CMAP’s Local Technical Assistance (LTA) program. This technical assistance is valued at approximately \$100,000. The County also requested and received \$250,000 through the State IHDA Abandoned Properties Program to supplement CDBG-funded demolition activities.

The Bureau also hired a full-time position charged with pursuing new grant and funding resources which the Department can also leverage with HUD funds.

### **b. How Federal resources from HUD leveraged other public and private resources.**

Cook County leveraged PY 2013 resources (including entitlement grant allocations, receipted program income, and required match) with additional HUD funding provided on a formula basis through Federal economic stimulus initiatives as outlined below:

- Neighborhood Stabilization Program (NSP) – 1: \$28,156,321
- Neighborhood Stabilization Program (NSP) – 3: \$7,776,324

As HUD previously acknowledged, the County successfully expended 100 percent of its NSP 1 and 3 funds in advance of HUD deadlines. It is anticipated that all of the remaining NSP program income funds will be expended by the end of PY 2014.

In addition, the local Continuum of Care received \$11,083,526 in HUD funding to support homeless needs in suburban Cook County in PY 2013. Within this total, renewal funding totaled \$10,451,871 while new funding totaled \$514,366. An additional \$117,289 in funding was also awarded for planning for the Alliance to End Homelessness in Suburban Cook County, the organization who coordinates and oversees the process for the Continuum of Care.

Given recent decreases in available entitlement funds at the national level, HUD and Cook County continue to explore methods for consolidating grant operations for the more effective use of available resources. Towards this end, efforts are also currently underway, in cooperation with HUD leadership, to explore adding current non-member jurisdictions to the CDBG Urban County and/or HOME Consortium, which has the potential to reduce administrative costs and duplication between local municipalities, the County, and HUD. In addition, the inclusion of these

members will permit HUD to count their population in the calculation of the County's annual entitlement allocations.

**c. How matching requirements were satisfied.**

Both the ESG and HOME program regulations have a match requirement of one-hundred (100) percent and twenty-five (25) percent respectively. Due to limited corporate funds, required match is fully furnished by funding recipients based upon eligible match sources. In some cases, the amount of match provided actually exceeds the required amount. While CDBG funds do not specifically require match, related funding recipients often leverage additional public and private resources. See Appendix for more information.

Cook County is very interested in tracking funding leverage beyond required match. The entire County currently reports on accomplishments via the Set Targets Achieve Results (STAR) performance management initiative. One of the current system metrics pertains to annual leverage. We are currently compiling the data for the County fiscal year end of November 30, 2014. Initial discussions regarding standardization of IDIS data entries to consistently reflect match are also underway.

## **Managing the Process**

**1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.**

Cook County is governed by the County Board President and the 17-member Board of Commissioners, who are elected to a four-year term. The President and Board approve all projects for CDBG, ESG, and HOME. The Board has designated the Department of Planning and Development within the Bureau of Economic Development to serve as the lead agency for administration of HUD-funded programs on behalf of suburban Cook County.

The mission of the Bureau is to: "foster economic development and job growth within Cook County to promote sustainable community investment, business growth, attraction, and retention, affordable housing, regional planning, and workforce development". In addition to the Department of Planning and Development, the Bureau includes the following departments: Capital Planning and Policy, Real Estate Management, Building and Zoning, and Chicago Cook Workforce Partnership, a private non-for-profit County affiliate.

The mission of the Department of Planning and Development is to develop sustainable and vibrant urban communities by: "fostering economic opportunities and business development, preserving and expanding the supply of decent, affordable housing, promoting fair housing, and supporting programs that address the problems of homelessness."

In PY 2013, the County worked in cooperation with local governments, councils of government, private and public agencies, for profit and nonprofit organizations, and the general public to address the housing, community, and economic development needs of suburban Cook County. This outreach has helped Cook County develop more meaningful plans and reports, use limited resources more efficiently, and reduce gaps in delivering services.



Cook County leadership actively participated in informal discussions, regular meetings, and training series at the national (National Association of Counties - NACO, National Association for County and Community Economic Development - NACCED, etc.), state (Governor's Conference on Affordable Housing, etc.), regional (Chicago Metropolitan Agency for Planning - CMAP, Metropolitan Planning Council - MPC, Urban Land Institute - ULI, Federal Reserve Bank of Chicago, Center for Neighborhood Technology - CNT, etc.), and local/sub regional (South Suburban Mayors and Managers Association, Chicago Southland Economic Development Corporation, West/Northwest/South housing collaboratives, etc.) levels so that County initiatives could be coordinated with the programs of other public and private entities.

In PY 2013, management and staff engaged in regular dialogue, formal and informal, with HUD staff and leadership at the local, regional, and national levels to ensure that programs were operated effectively, in accordance with the applicable rules and regulations. Professional development was emphasized with management and staff participating in remote webinars and classroom trainings offered by HUD, the National Development Council (NDC), and others as appropriate. Staff was encouraged to pursue training certifications where available and administrative funding allowed.

Within the County, under the President's leadership, efforts to promote interagency and interdepartmental communication and collaboration have intensified. The Department actively consults with other departments within the Bureau of Economic Development and across Cook County government to disseminate information and target resources in pursuit of our mission. For example, the Department and CMAP are engaged in regular dialogue with the Cook County Forest Preserve District, Department of Highways and Transportation, and Housing Authority of Cook County regarding opportunities for strategic plan coordination as part of Planning for Progress. Discussions regarding potential collaborative grant opportunities among several County departments are also ongoing.

## **Citizen Participation**

### **1. Provide a summary of citizen comments.**

This CAPER was developed in accordance with Cook County's current Citizen Participation Plan, which facilitates public input and comment for all HUD-funded programming. This CAPER was developed in accordance with Cook County's current Citizen Participation Plan, which facilitates public input and comment for all HUD-funded programming. The public consultation process for PY 2013 included public hearings on the proposed funding allocations, Annual Action Plan, and CAPER conducted by the Community Development Advisory Council (CDAC), Economic Development Advisory Committee (EDAC), and/or Cook County Board as appropriate. The Draft CAPER was made available to the public via the Cook County website as well as on-site at Cook County offices. All related public meetings as well as availability of the draft report for public review and comment were advertised via local newspaper as well as the Cook County website, blog, and listservs. A summary of the related EDAC CAPER public hearing as well as any written comments received, as available, is in the Appendix.



Informally, the Department also collects input every time it meets with funding recipients, intermediaries, and community representatives as part of the normal course of carrying out its work program.

- 2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.**

In addition to PY 2013 resources, Cook County continued to work to commit and expend older available funds across all three programs. Please see the Appendix for details.

Please also see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

## **Institutional Structure**

- 1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.**

In addition to the organizational development and coordination/collaboration efforts outlined elsewhere in this report, Cook County continues to actively consult with and is beginning to coordinate more effectively with councils of government (COG) and the sub-regional housing collaboratives and is exploring their potential role as intermediaries between the County and their municipal constituents as it relates to overarching community development efforts. These partnerships will continue to be utilized and respective roles better defined going forward, particularly through Planning for Progress.

In PY 2013, Cook County also continued to strengthen the capacity of its partner organizations through funding and technical assistance provision including ongoing support for Cook County-designated HOME Program Community Housing Development Organizations (CHDOs). Cook County continued to maintain an active dialogue with Housing Action Illinois and Chicago Rehab Network who receive funding direct from HUD to provide technical assistance to current or prospective CHDOs. During PY 2013, two CHDOs were recertified and four new CHDOs were certified.

Internally, the Bureau and the Department also continued to reorganize operations and staffing to improve program and project outcomes and enhance relative impacts. Reorganization of management and staff by functional area is currently in process based upon advisement and assistance through HUD's OneCPD technical assistance initiative. In addition, the financial management

system was revised enabling improved tracking of the County's accounting system with HUD's annual program system.

PY 2013 also included intensive efforts to commit and spend older, unexpended CDBG, ESG, and HOME funds, which will continue in PY 2014. This funds management strategy includes the cancellation of projects that have not progressed and the reallocation of their unexpended funds to other eligible activities as well as the completion of overdue projects that did achieve significant benchmarks but were still unfinished. Stricter monitoring and enforcement of significant project benchmarks will be a hallmark of management's ongoing efforts to ensure continued compliance with HUD timeliness standards.

## **Monitoring**

### **1. Describe how and the frequency with which you monitored your activities.**

During PY 2013, Cook County continued to analyze and update its monitoring policies and procedures for all HUD-funded programs to better comply with HUD requirements. Refinement of monitoring protocols continues. Monitoring processes are being restructured to include both desk and on-site review of agency, programmatic, project, and financial components as required. Monitoring is employed both during the life of an active project or program as well as upon project completion through the applicable affordability period (specific to HOME). Towards this end, related forms, policies, and procedures are anticipated to be fully updated in PY 2014 and PY 2015. The recent revision of the HOME rule is also impacting this initiative.

In the interim, primary monitoring documents (including basic inspection forms, monitoring and reporting forms, risk assessment criteria, and monitoring schedules) have been developed. All actively funded entities must report to the County at least annually as it relates to progress and challenges; CDBG-funded public service projects currently report quarterly. All ESG projects have gone through an annual field monitoring visit. The Department has developed monitoring spreadsheets for use with the new ESG program regulations. Field visits are also regularly conducted by County staff to assess program/project status as appropriate. Construction inspections occur regularly and disbursement of related funds is contingent upon County assessment of sufficient and appropriate progress. Basic spreadsheet-based tracking tools for monitoring active projects have also been implemented across the programs. Based upon the guidance of senior management, it is anticipated that staff will be redeployed as appropriate to more effectively fulfill monitoring duties.

Senior management instituted a biweekly case management system for CDBG capital projects to ensure that they progressed according to the schedule in the subrecipient agreement, drew down funds regularly and closed out promptly following completion. The process served as a group exercise to change staff's approach to project management from passive to more proactive as well as a problem-solving venue for more challenged subrecipients/projects. This process was launched in late July 2012 and continues to ensure the County meets HUD's Timeliness Ratio standard going forward. Capital projects will continue to be monitored closely in the future. CDBG public service and ESG projects are similarly

reviewed on a quarterly basis, as timeliness has been a lesser issue for these project types. ESG projects all receive, at minimum, an annual file monitoring visit.

HOME long-term rental compliance monitoring during PY 2013 was intensive. All properties in the current affordable portfolio were monitored via a desk review, on-site file review, and on-site physical inspection in accordance with HUD requirements. This expanded monitoring helped to establish a baseline for project status that will continue to inform monitoring going forward. The County also continued to make advances as it related to development and refinement of a portfolio database. Preliminary project data has been set up in Microsoft Access. The County also completed work with SB Friedman consultants to develop and implement a related risk assessment tool to help further evaluate each project's performance. Implementation of these efforts is expected to be completed in PY 2014.

Cook County continues to actively participate in an Interagency Housing Council (consisting of HUD, Illinois Housing Development Authority (IHDA), City of Chicago, and Cook County senior and program management) to explore options for consolidation of HOME funding processes and documentation including those related to monitoring. Additional options for consolidation and coordination currently under discussion include construction management operations and property management training.

## **2. Describe the results of your monitoring including any improvements.**

As noted elsewhere in this report, significant progress has been made related to commitment and expenditure of older remaining funds as well as completion of projects. Please see the Appendix for additional information regarding funded programs and projects and accomplishments including completion status.

During PY 2012 monitoring, the County found that there were many older CDBG and HOME-funded single family rehabilitation loans and American Dream Downpayment Initiative (ADDI) loans that have passed their affordability period and were eligible for lien release. In PY 2013, over 90 lien releases have been issued. In addition, most of the existing HOME loans on multifamily rental properties are performing as projected. There are two projects that are now on our "watch" list and they have issues regarding occupancy and financing. The County is working with the respective development teams to resolve these issues.

Related to ESG, staff issued a few concerns and findings for open ESG projects. Staff carved out time within existing monitoring to provide individualized technical assistance. Thereafter, most of the subrecipients improved greatly.

## **3. Self Evaluation**

- a. Describe the effect programs have in solving neighborhood and community problems.**
- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.**
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.**
- d. Indicate any activities falling behind schedule.**

- e. Describe how activities and strategies made an impact on identified needs.
- f. Identify indicators that would best describe the results.
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Please see the Executive Summary, General Questions, Managing the Process, and Institutional Structures, and Monitoring sections for related responses. Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

## **Lead-based Paint**

### **1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.**

In PY 2013, Cook County continued to ensure that all Federally-funded programs and/or projects remained compliant with HUD lead-based paint hazard rules and regulations through verification of the following:

- that project personnel maintained active appropriate industry certifications
- that abatement and remediation activities followed proper HUD and EPA protocols
- that current or potential housing occupants receive appropriate information, documentation, and disclosures.

Lead-based paint compliance requirements were outlined in pre-construction meetings as well as during monitoring reviews as appropriate.

Beyond the Department of Planning and Development, the Cook County Department of Public Health continued to work diligently to reduce lead hazards and limit potential exposure through the ongoing conduct of outreach and education related to the risks of lead exposure as well as preventative measures and resources. This Department also continued to monitor lead exposure prevalence throughout suburban Cook County via regular testing during PY 2013. The results of these efforts are currently pending public release.

## **HOUSING**

### **Housing Needs**

#### **1. Describe Actions taken during the last year to foster and maintain affordable housing.**

In PY 2011, the existing project pipeline was extensively evaluated under the leadership of the newly arrived Deputy Director. Several projects were found to be no longer moving forward due to changes in the development team, project scope, sources/uses, and/or local market needs and were appropriately cancelled. A few

projects remained active but had experienced a series of delays. In these cases, revised commitments were prepared and jointly executed with strict deadlines for project initiation and completion specified. Enforcement of these agreements is ongoing. Active, timely projects continue to receive ongoing project/construction management as well as technical assistance.

Upon completion of the aforementioned evaluation and related cancellation/reprogramming, it was clear that the pipeline needed to be refocused and revitalized. Towards this end, a Request for Applications (RFA) was released in early 2012. Several promising proposals were submitted which proceeded to underwriting and Board review/approval prior to joint execution of related agreements. A few proposals were awaiting final decisions from other funders, namely the Illinois Housing Development Authority (IHDA). In accordance with recently released IHDA funding decisions, Cook County expects to commit all remaining HOME funds within the next few months.

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

## **Specific Housing Objectives**

- 1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

- 2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

- 3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.**

Cook County continues to assess housing needs including special needs. While specific funds are not set-aside for special needs housing, several projects initiated or completed during PY 2013 were classified as permanent supportive housing. In addition, HOME funding application and contractual documentation includes requirements related to Section 504 accessibility provisions, which are enforced during plan review as well as prior to, during, and after construction.

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

## **Public Housing Strategy**

### **1. Describe actions taken during the last year to improve public housing and resident initiatives.**

The Housing Authority of the County of Cook (HACC) is the second largest provider of affordable housing in the State of Illinois. HACC's mission is "To promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination." HACC recently experienced significant changes in its leadership structure including executive management and board membership. While HACC is a distinct entity, the Cook County President retains some legal authority. In PY 2013, the President and the HACC Executive Director as well as their management and staff continued to work to improve coordination between their respective agencies.

Discussions are ongoing between senior management regarding current and future potential for collaboration and coordination. Although unsuccessful to date, the County has partnered with HACC to submit several funding applications including two to HUD for Choice Neighborhood Planning Grants. In PY 2014, Cook County will continue to pursue opportunities for inter-jurisdictional collaboration with HACC as well as related funding to supplement existing dollars to serve the neediest Cook County communities and their citizenry.

Cook County also continued to explore opportunities for linkages between HACC programs and County affordable housing and community development dollars during PY 2013. Cook County provided HACC funding for a few projects as outlined in the Appendix. While HOME funds are restricted as it relates to the modernization of public housing, it is possible to coordinate outreach and marketing activities related to HOME-funded ownership and rental developments. HOME staff maintains an open line of communication with HACC and advises regarding affordable housing opportunities – ownership or rental – which may be of interest to public housing residents or assistance recipients. In turn, HACC advertises said opportunities to current/prospective program participants. It is anticipated that a fuller strategy for HACC and Cook County coordination will be outlined in the next Consolidated Plan.

## **Barriers to Affordable Housing**

### **1. Describe actions taken during the last year to eliminate barriers to affordable housing.**

Any public policy, including taxes, land use controls, zoning ordinances, building codes, fees and charges, and growth limits, that adversely affect the cost of housing or the incentives to develop affordable housing are considered barriers to affordable housing. The County's current Consolidated Plan describes our strategy to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing.

It is important to note that Cook County is composed of many home rule jurisdictions and has no legal authority over the land use regulations of incorporated municipalities within its boundaries. Municipalities are empowered to make land use decisions, adopt zoning plans and building codes, and establish fees and charges as

deemed appropriate by local officials. As such, Cook County's land use authority is restricted to unincorporated suburban areas, which represent only 6.5% of Cook County's land area and 2% of its population. There are efforts underway to consolidate unincorporated areas with adjacent municipalities to more effectively utilize local resources. However, this will further restrict Cook County's legal authority over related land use policies and procedures.

Notably, Cook County does retain property tax incentive authority via the Cook County Assessor, which can help to alleviate the cost of developing and/or owning housing. Over the last year, the County has made significant progress in consolidating property data and information previously managed by multiple departments. A website aggregating related information including available tax exemptions and incentives remained active during PY 2013 to help clarify property taxation for the general public as well as housing investors.

While the County does not specifically set aside a proportion of HOME funds for preservation activities due to limited resources, it continued to participate in the Preservation Compact in PY 2013 currently housed at the Community Investment Corporation (CIC). Although no preservation set-aside exists, recent HOME investments include several projects consisting of acquisition and/or rehabilitation of multi-family rental housing with the aim of preserving existing rental stock.

Cook County also continued to work closely with the State of Illinois and other stakeholders in PY 2013 to discuss strategies for fulfilling the permanent supportive housing provision requirements of the following consent decrees, which derive from the U.S. Supreme Court ruling on *Olmstead v. L.C.* as applicable:

- Colbert v. Quinn
- Ligas v. Quinn
- Williams v. Quinn

During PY 2013, Cook County continued to explore options and best practices related to mitigation and elimination of additional barriers to affordable housing including land banking. Towards this end, the Cook County Board continued to implement a Vacant Building Ordinance and support the Cook County Land Bank Authority during this reporting period.

## **HOME/ American Dream Down Payment Initiative (ADDI)**

- 1. Assessment of Relationship of HOME Funds to Goals and Objectives**
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.



## **2. HOME Match Report**

- a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.**

Full match reconciliation is currently in process based upon the standards outlined in the revised HOME regulation. See Appendix for more information.

## **3. HOME MBE and WBE Report**

- a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).**

Note – despite requests, final performance reports from a few funding recipients remain outstanding. County follow-up is ongoing. Continued non-compliance with this requirement will result in appropriate monitoring sanctions. The related reports are currently under development and will be updated upon receipt of this outstanding information.

## **4. Assessments**

- a. Detail results of on-site inspections of rental housing.**

Each HOME-assisted project is physically inspected prior to, during, and after construction, including throughout the affordability period as appropriate, in accordance with the annual, bi-annual, or tri-annual schedule dictated by the HOME regulations based upon the number of units. An assessment of project financial and general conditions including occupancy status and income compliance complements this physical inspection process.

In PY 2013, Cook County staff further revised desk monitoring documentation and transmitted a request for updated information/documentation to all current long-term rental projects with active affordability periods. After initial review of these submittals, staff conducted on site file reviews and physical inspections of sample units as HUD required. However, all HOME properties were monitored in this fashion in PY 2013. The County expects to resume a staggered monitoring schedule in PY 2014 in compliance with HUD rules/ Staff also continued to develop a comprehensive database, which contains significant project level detail and will assist with desk and on-site monitoring including required inspections going forward. Going forward, the County will be consolidating the Construction Management function across all programs and will be looking to outsource specific components, with the on-site portfolio management inspections being one possible item to be outsourced. A related RFP has been issued and vendor selection is currently in process.

- b. Describe the HOME jurisdiction's affirmative marketing actions.**

It is the policy of the Department of Planning and Development that developments of five or more housing units must adhere to the Department's Affirmative Marketing Plan. The County's plan identifies the methods that HOME Program recipients are to use in developing their affirmative marketing plans for submission and approval by the Department.

Cook County Department of Planning and Development will inform the public, owners and potential tenants about Federal fair housing laws and the County affirmative



marketing policy through the distribution of fair housing information at each of the public hearings that are held throughout the year. In addition, the Department will make fair housing information available in its office, on its website and in application materials distributed to all potential HOME Program applicants. The information that will be made available will list the County policy and a prescribed method for achieving compliance with the County requirements.

Each owner that has received County HOME funding must conduct its business operations in a manner that promotes fair and equal access to all those who apply and are eligible for tenancy. That should include the selection of a management agent or the employment of internal staff that are familiar with the fair housing laws as well as what constitutes prohibited acts under the fair housing laws and the use of the Fair Housing logo and slogan on all marketing materials, with the inclusion of information on where discrimination complaints can be filed by rejected applicants.

All Cook County HOME applicants must submit an affirmative marketing plan that indicates the racial composition of the housing primary market area in which the housing will be located. The plan also requires applicants to submit a list of the targeted groups the HOME applicant believes are least likely to apply for housing in the project. In arriving at this list, the HOME applicant should consider factors such as price or rental of housing, sponsorship of housing, racial/ethnic characteristics of housing market area in which housing will be located, disability or familial status of eligible population and public transportation routes.

The HOME applicant must describe the marketing program that it will use to attract members of the eligible population, with special emphasis on those groups designated least likely to apply. The applicant shall indicate the type of media identified in the plan and the size or duration of newspaper advertising or length and frequency of broadcast advertising. Community contacts include individuals or organizations that are well known in the housing market area or the locality that can influence persons within groups considered least likely to apply. Such contacts may include neighborhood, minority and women's organizations, labor unions, employers, public and private agencies, disability advocates, schools and individuals who are connected with these organizations and/or well known in the community.

The HOME applicant must also include information that best describe marketing activities for outreach to fill vacancies as they occur after the project has been initially occupied.

In addition, the HOME applicant must indicate whether the sales/rental staff has had previous experience in marketing housing to groups identified as least likely to apply for the housing. The applicant must describe the instructions and training provided, or to be provided, to sales/rental staff. This information must include detailed explanations of Federal, State and local fair housing laws and the affirmative plan.

The HOME applicant will be responsible for maintaining documentation that demonstrates the applicant affirmative marketing efforts. Such information should include copies of the correspondence sent to community agencies that represent outreach to those groups least likely to apply along with meetings minutes, or resolutions from the agency documenting the organizations' efforts in reaching their respective constituents. The HOME applicant must keep the affirmative marketing records, from the marketing study, which begins prior to the start of construction until 60 percent of occupancy is achieved. At 60 percent of occupancy, the applicant

must submit a status report indicated those efforts. That report will also be due monthly until 100% occupancy is achieved and annually for ongoing compliance for units that become vacant.

Cook County will annually assess the success of the affirmative marketing action at each annual on-site compliance review for projects of 26 or more units. For projects between 5 and 25 units, all affirmative marketing action will be subject to a desk monitoring and an onsite inspection, if the desk monitoring uncovers a preliminary finding of non-compliance. The success of the Affirmative Marketing Plan will be judged based on the number of applications received from those identified as least likely to apply and the number that actually rent or purchase units within the project. At least 5% of all applications received should be from the targeted groups, with at least 1% of new residents representing one of the targeted groups. If an inspection determines that no applications are being received from those least likely to apply, the department will require the HOME subrecipient to institute a more aggressive affirmative marketing plan, with monitoring being conducted more frequently to ensure reaching the Department's affirmative marketing goals.

**c. Describe outreach to minority and women owned businesses.**

Cook County encourages funding recipients to reach out to minority and women-owned businesses (MBE/WBE) in the selection of contractors for both bid and performance awards. All subrecipients are required to submit a copy of the bid documents for each construction project to the Cook County Office of Contract Compliance and to the Bureau of Economic Development. The County will not authorize an advertisement for bids until the above-cited action has been completed. The Office of Contract Compliance makes every effort to refer to funding recipients MBE and WBE firms as potential bidders as general contractors, subcontractors, and/or suppliers.

## HOMELESS

### Homeless Needs

**1. Identify actions taken to address needs of homeless persons.**

All homeless strategies are conducted in coordination with the local Continuum of Care (CoC), for which the Alliance to End Homelessness in Suburban Cook County is the lead agency. The CoC is an umbrella organization that coordinates homeless services provided in all of Cook County except for Chicago. The key to the success of the Continuum of Care process is the inclusion of all community members. Membership of the Alliance to End Homelessness in Suburban Cook County includes providers of homeless services, county government and local towns and villages, not-for-profit organizations, community groups, faith communities, concerned residents, homeless or formerly homeless persons (referred to as consumers), and private businesses and foundations. The Alliance uses grass-roots organization techniques to bring together caregivers and service providers in the region, ensuring that homeless issues are dealt with on a day-to-day basis. They form a collaborative system, share information, referrals, shelter, and service delivery within their local communities.

Through Community Based Service Areas (CBSA) the Alliance has helped to organize a collaborative network of service providers that is divided into three regions; the north, west, and south areas of suburban Cook County. This network is essential to the effective distribution of homeless services throughout the suburbs because it ensures communication, referrals, and, often times, shelter for homeless service consumers in the region. Each of the regions has different issues and challenges for their homeless or at risk of becoming homeless populations.

Cook County continued its efforts to improve the Continuum of Care (CoC) system through its partnerships with the Alliance to End Homelessness in Suburban Cook County and the three CBSAs (North, West, and South). Specifically, Cook County made CDBG funding available to support staff to administer the operations of the Alliance and Continuum process. Please see the Appendix for additional information regarding funded programs and projects and accomplishments including completion status.

As noted earlier in this report, in PY 2013, the Cook County Continuum of Care was awarded \$11,083,526 in HUD funding to support homeless needs in suburban Cook County in PY 2013. The County also participated in the application review and ranking process for the 2014 CoC NOFA.

The Alliance, in partnership with the County, has continued to refine its procedures, created a formal review and appeals process, improved its survey research methodologies and needs assessment techniques, revised and improved the project prioritization and review process, and implemented a performance evaluation system. Several subcommittees have assisted in these efforts. The Project Review and Prioritization Committee have improved the review criteria. The Committee now includes more members from the Alliance, who are not primarily homeless service providers, in order to avoid any potential conflicts of interest. The Continuum of Care is modifying and improving the existing strategy and has enhanced the Unmet Needs Analysis to reflect more current data. The Chronic Homeless Committee has developed a ten-year plan to end chronic homelessness. The Homeless Prevention Committee has developed a coordinated system to deliver homeless prevention funds from the State of Illinois within each service area.

This past year, the Alliance completed its 150 Homes Campaign, as a part of the 100,000 Homes Campaign. The initial goal had been to house 150 of the most vulnerable chronically homeless persons, and the Alliance wound up housing 442, nearly tripling its original goal. It was able to do this, in part through ESG Street Outreach funding, which organizations used to find and engage some of the most vulnerable unsheltered homeless persons. The Alliance is also working on getting involved with Zero to 16 <http://cmtysolutions.org/zero2016>.

This year, the Alliance adopted their new 3 year strategic plan called A Strategic Plan Forward to End Homelessness. The County had participated in a series of planning sessions leading up to its adoption and is incorporating some components in Planning for Progress. Part of the focus of their new strategic plan included adapting their efforts for the HEARTH Act implementation and moving more toward a system of coordinated assessment.

The Cook County/Alliance partnership continued a process for agencies applying for ESG funding to consistently participate with the Continuum of Care process and system. Cook County asks that these agencies be involved in the Continuum of Care

and detail their level of participation in their ESG applications. The County also uses their level of involvement as a criterion in our funding application scoring. Essentially, the County requires applicants to be involved with the Continuum at some level in order to be eligible for ESG funding. This helps to motivate applicants to become actively involved in the process. This review procedure also demonstrates the County's commitment to the Continuum process and system.

The Alliance had a seat on the County Community Development Advisory Council (CDAC), which recommended all grant funding proposals to the Cook County Board of Commissioners in PY 2013. This provided a vital connection for the Alliance with County government, advances the issue of suburban homelessness on the County's agenda, and improves access to other County funding sources to address the needs identified in the CoC Unmet Needs Analysis. In turn, the County has a seat on the Alliance's Board of Directors and attends its monthly meetings. The County also attends Homelessness Prevention Committee meetings and other committee meetings as needed.

This past year, the County funded the coordination for the Virtual Call Center for the Continuum of Care as a part of its centralized and coordinated intake efforts. The Virtual Call Center is a centralized, single toll-free number that anyone seeking help with housing or related needs calls. Rotating agencies in the three different regions of Cook County answer and assist the program participant to make an appointment with an appropriate agency dependent on their region in suburban Cook County.

The Alliance, in concert with Cook County, has implemented a universal intake form to be used by all agencies receiving Homeless Prevention or Rapid Re-housing funds through ESG or other sources for these funds, including state, private, and federal sources.

These tools are efforts that the County and the CoC have implemented to work toward a full plan for coordinated assessment.

Other things to mention here: the County coordinates with the Continuum of Care to determine the priorities and funding levels for the different components within ESG, based on anticipated needs and existing data. The County also coordinates HMIS policies with the Alliance. The County coordinates with the Continuum of Care which performance measurements they will use to measure ESG progress.

## **2. Identify actions to help homeless persons make the transition to permanent housing and independent living.**

As noted earlier in this report, HOME funding is partially being utilized to develop permanent supportive housing. Please see the Appendix for additional information regarding funded programs and projects and accomplishments including completion status.

The County also funded ten (10) projects totaling \$177,050.50 for ESG Rapid Re-housing in its 2013 Program Year.

As mentioned earlier, the County worked with the Continuum in its 100,000 Homes Campaign to re-house the most vulnerable homeless, most of whom had come from unsheltered locations. Due to the characteristics of much of this population, most were housed in permanent supportive housing units (potentially in some funded in

part through HOME dollars). Some of this work was funded through ESG Street Outreach.

### **3. Identify new Federal resources obtained from Homeless SuperNOFA.**

As noted earlier in this report, the local Continuum of Care received \$11,083,526 in HUD funding to support homeless needs in suburban Cook County in PY 2013. Within this total, renewal funding totaled \$10,451,871 while new funding totaled \$514,366. An additional \$117,289 in funding was also awarded for planning for the Alliance to End Homelessness in Suburban Cook County, the organization who coordinates and oversees the process for the Continuum of Care.

## **Specific Homeless Prevention Elements**

### **1. Identify actions taken to prevent homelessness.**

This year marked the second full year of implementation for the new ESG regulations. These regulatory changes took effect beginning with the second allocation of 2011 ESG dollars. While these funds were technically awarded under the auspices of the 2011 Program Year, they actually corresponded with the 2012 Program Year per HUD guidance. This past year, the County administered 2013 Program Year funds.

However, receipt of the aforementioned ESG funds under the new regulation required that a revised program strategy be articulated via a Substantial Amendment. This Substantial Amendment was previously submitted to HUD and further refinement continues based upon ongoing HUD advisement. As such, the ESG Program continues to operate in a state of transition. It is anticipated that the new Consolidated Plan will more fully summarize related goals and strategies.

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

## **Emergency Solutions Grants (ESG)**

### **1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

### **2. Assessment of Relationship of ESG Funds to Goals and Objectives**

- a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.**
- b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

### **3. Matching Resources**

- a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.**

The ESG program regulations have a match requirement of one-hundred (100) percent. Due to limited corporate funds, required match is fully furnished by funding recipients based upon eligible match sources. In some cases, the amount of match provided actually exceeds the required amount.

Cook County is very interested in tracking funding leverage beyond required match. The entire County currently reports on accomplishments via the Set Targets Achieve Results (STAR) performance management initiative. One of the current system metrics pertains to annual leverage. We are currently compiling the data for the County fiscal year end of November 30, 2014. Initial discussions regarding standardization of IDIS data entries to consistently reflect match are also underway.

### **4. State Method of Distribution**

- a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.**

This item is not applicable.

### **5. Activity and Beneficiary Data**

- a. Completion of attached Emergency Solutions Grants Program Performance Chart or other reports showing ESG expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

#### **b. Homeless Discharge Coordination**

- i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status. Several of the beneficiaries receiving ESG Homeless Prevention funds had been recently discharged from correctional institutions, hospitals, and other facilities.



**c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.**

A discharge policy is necessary to prevent the discharge of persons from publicly funded institutions or systems of care that will result in homelessness. Every year, the providers of the Continuum of Care revisit their discharge policy and update it. The latest discharge policy is outlined below. The County and the Continuum will continue to examine enhancing existing policies and protocols to ensure effectiveness and to further enhance discharge planning cooperation. Currently, the Alliance to End Homelessness in Suburban Cook County and its Continuum members understand and agree to the following:

**Foster Care (Youth Aging Out):**

The Illinois Department of Children and Family Services (DCFS) provides housing to youth who are wards of the state through many programs until the youth's 21<sup>st</sup> birthday. These programs include traditional foster care placement, Independent Living Programs, Transitional Living Programs, and other residential programs. Wards enrolled in the Youth in College program, prior to their 21<sup>st</sup> birthday can continue to receive a payment while they are enrolled in a college or employment training program until their 23<sup>rd</sup> birthday. Youth who choose to exit foster care prior to turning 21 (as well as those who were adopted after the age of 16) can be assisted by DCFS' Youth Housing Assistance Program (YHAP) shortly before and after they exit care. YHAP provides housing advocacy and cash assistance to young people ages 18 – 21.

While young people involved with the foster care system have options available to prolong their transition to adulthood until their 21<sup>st</sup> or 23<sup>rd</sup> birthday, DCFS recognizes that young adults are too often impacted by homelessness within the years following that transition.

The State funds Comprehensive Community Based Youth Services (CCBYS) programs aimed at crisis intervention and outreach to young people who are homeless, locked out, or otherwise at risk. The Alliance includes 9 CCBYS funded programs.

Most young people existing foster care transition to stable housing of their own. Youth who age out of care but later decide that they want to return prior to turning 21 can do so by contacting DCFS. Then they will be eligible for State-funded programs.

**Health Care:**

The Illinois Department of Public Health (IDPH) operates under eight State administrative rules that govern the facilities it licenses or regulates, including hospitals, assisted living, skilled nursing, intermediate care, sheltered care, veteran's homes, and community living facilities. All of these rules include discharge policies.

Alliance members participate in Illinois' Coordinated Care Entity (CCE) projects being implemented that involve hospital, housing, and service providers as vital partners. Designed to streamline and improve care for high users of health care, hospitals will notify the CCE of patients in real time of emergency department visits, thereby reducing admissions and releasing individuals to their care coordination team. Expected outcomes include reduction in ER visits and hospital admissions, more

appropriate discharges, and expedited Medicaid and CCE enrollment of homelessness individuals.

The Alliance covers a suburban geography and Stroger (Cook County) Hospital is located inside the City of Chicago. Stroger Hospital is still the main source of health care for uninsured and low-income suburban individuals. Chicago has only one respite care program – Interfaith Housing - for persons being released from hospitals who need more time to recuperate and who might be otherwise homeless. The dependence on facilities outside the Continuum geography makes it necessary to work at a more regional level.

The Affordable Care Act will help fill some crucial gaps by expanding Medicaid eligibility and creating CCEs. Supportive housing providers are keenly aware that stable housing improves health outcomes, and so Alliance members are logical partners in CCEs. However, housing advocates and medical advocates can speak very different technical languages, and this resulting gap in understanding must be overcome.

The critical stakeholders include Stroger Hospital, Interfaith Housing, emergency shelter and other housing and service providers. The CCE known as Together4Health includes 37 collaborators within Cook County including hospitals, primary care providers at federally qualified health centers, pharmacy, behavioral health providers, social services, and permanent supportive housing providers. This project brings a unique focus on serving hard to reach populations including the homeless.

Subject to availability, Interfaith House provides respite care to persons who would otherwise be homeless, who are being discharged from a hospital, and who need more time to recuperate. Discharged patients are often released to the home of a family member or friend. Persons discharged from health facilities are not eligible to be placed directly into Continuum-funded housing.

### **Mental Health:**

The Illinois Department of Human Services Division of Mental Health (DMH) has a long standing policy that persons are not to be discharged into homelessness if possible. In extended care facilities, stable housing and benefits are reliably in place before discharge. In acute treatment facilities, where the length of stay is 12 days or less and where 30% of persons admitted were homeless at entry, the facility staff relies on their relationships with local homeless-serving organizations to create linkages to other resources. Alliance members work with community hospital social work staff to inform them of resources for avoiding homelessness for persons discharged from psychiatric departments.

Though a plan to prevent discharge into homelessness is in place, the success of that plan is impacted by the short stays in acute treatment facilities. While 30% of persons admitted for acute treatment at state-funded mental health are homeless at entry, the facility is able to cut that number in half to 15% who are homeless at exit. Additional State resources are needed to reduce that number further.

The DMH has set this policy which applies to state-run hospitals – both acute and extended treatment facilities – and to other state-funded treatment programs. Several Alliance members operate state-funded residential treatment programs. One Alliance member has developed a partnership with the psychiatric unit of a local



community hospital to facilitate housing and support services for homeless individuals. While community hospitals mainly serve private pay and Medicaid patients now, the expansion of Medicaid is expected to increase low-income persons' access to these private resources, and the Alliance will have new partners in the effort to prevent the discharge of persons into homelessness.

The hospitals work to reestablish contact with families and other support networks of admitted persons. People with ongoing primary health conditions are admitted to nursing facilities. State-funded residential treatment programs are an option for some people. Persons discharged directly from mental health facilities are not eligible to be placed directly into Continuum-funded housing.

**Corrections:**

The Alliance works with Illinois Department of Corrections (IDOC) programming called TRAC (Trained Reformed and Capable) to ensure successful re-entry. TRAC begins at intake and extends throughout incarceration, working to obtain appropriate housing before release. Offenders at risk of homelessness or who have special needs are assigned Placement Resource Unit caseworkers to work on discharge plans in the 90 days prior to release.

Cook County Jail detainees have specialized caseworkers who prepare discharge plans. The Jail has also received Second Chance Grants designed to reduce the risk of re-incarceration and homelessness among juvenile offenders. The Sheriff's Re-Entry Council develops community partnerships through homeless resource fairs and cooperative projects like Datalink, which integrates mental health service data in order to reconnect detainees to their previous service provider.

Gaps in IDOC discharge planning can occur because of the uneven distribution of resources throughout the county area and the release limitations imposed by the court. Offenders are released to the originating county of commitment. Housing and resources are concentrated in the city center and are sparser in outlying areas of the County. Sporadic transportation in outlying areas can impede access to services.

Reconnecting people to benefits at discharge can be a barrier to successful reentry. Illinois passed a bill last year to suspend rather than revoke Medicaid for offenders. IDOC has an agreement with the Social Security Administration (SSA) to expedite social security cards and disability application prior to release.

The Alliance partners with IDOC, Veteran Affairs, SSA, Illinois' Division of Mental Health, Illinois Department of Juvenile Justice, and Illinois Department of Human Services to assist in identifying community resources and housing prior to prison release. IDOC stakeholders conduct onsite prison screenings to determine eligibility for community housing and support services.

CountyCare and Together4Health are just two of several new healthcare delivery mechanisms brought out by the Affordable Care Act implementation, and both will help to meet the needs of those leaving the jail with one or several healthcare difficulties and who frequently become homeless. Each of these initiatives includes as their partnerships many members of the Cook County Continuum, criminal justice, government, and emergency health care providers.

IDOC Placement Resources Unit (PRU) staff connects the discharged person to community services and interim housing placements funded by IDOC and operated

by community organizations. IDOC partners with faith-based and other philanthropic organizations for assistance with the interim housing needs of the formerly incarcerated. Persons discharged from correctional facilities are not eligible to be placed directly into Continuum-funded housing.

## COMMUNITY DEVELOPMENT

### Community Development

- 1. Assessment of Relationship of CDBG Funds to Goals and Objectives**
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.**
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.**
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status. Note – despite requests, final performance reports from a few CDBG capital improvement and public services funding recipients remain outstanding. County follow-up is ongoing. Continued non-compliance with this requirement will result in appropriate monitoring sanctions.

- 2. Changes in Program Objectives**
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.**

This item is not applicable as the County did not change its program objectives during PY 2013.

- 3. Assessment of Efforts in Carrying Out Planned Actions**
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.**

Please see the earlier sections of this report regarding resources pursued and utilized.

- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.**

The County is responsible for providing certifications of consistency with the Consolidated Plan for projects where organizations are seeking public funds. All requests for certifications of consistency with the Consolidated Plan were fulfilled upon request as appropriate with certifications provided immediately upon confirmation of consistency.

**c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.**

Despite the challenges with the current goals/strategies outlined earlier in this report and the planned reconfiguration under Planning for Progress, Cook County implemented CDBG, ESG, and HOME programming and projects in accordance with the current Consolidated Plan as appropriate.

**4. For Funds Not Used for National Objectives**

- a. Indicate how use of CDBG funds did not meet national objectives.**
- b. Indicate how did not comply with overall benefit certification.**

This item is not applicable as all CDBG activities conformed to national objectives during PY 2013.

**5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property**

- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**
- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.**
- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.**

All PY 2013 funding application materials included language regarding anti-displacement and relocation requirements. However, this item is not applicable as no persons, businesses, or organizations were displaced during PY 2013 under CDBG, ESG, or HOME.

The County's Anti-Displacement and Relocation Plan has been updated in PY 2013.

**6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons**

- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.**
- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.**
- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.**

This item is not applicable, as CDBG did not support economic development activities where jobs were made available but not taken by low- and moderate-income persons in PY 2013.

**7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit**

- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.**

All CDBG-funded activities that meet a limited clientele national objective (where at least 51% of the beneficiaries qualify as low- or moderate-income) were required to verify beneficiary income through an income documentation process or were presumed to meet the national objective by exclusively serving one of the “presumed benefit” populations enumerated in the CDBG regulations, including abused children, battered spouses, homeless persons, seniors, illiterate adults, persons with HIV/AIDS, and adults with disabilities. If an activity is not under “presumed benefit”, income is obtained via an intake form along with required supporting documentation. Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

**8. Program income received**

- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.**
- b. Detail the amount repaid on each float-funded activity.**
- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.**
- d. Detail the amount of income received from the sale of property by parcel.**

All CDBG program income for PY 2013 was derived from repayments of previously awarded owner occupied single-family rehabilitation loans. Payments are only due upon sale or transfer and are not currently tracked via a portfolio management system. Review of previously awarded loans as well as eligibility for release is ongoing.

**9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:**

- a. The activity name and number as shown in IDIS;**
- b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;**
- c. The amount returned to line-of-credit or program account; and**
- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.**

No prior period adjustments based upon disallowed activities were required during PY 2013.

**10. Loans and other receivables**

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.**

- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.**
- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.**
- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.**
- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.**

All CDBG program income for PY 2013 was derived from repayments of previously awarded owner occupied single-family rehabilitation loans. Payments are only due upon sale or transfer and are not currently tracked via a portfolio management system. Review of previously awarded loans as well as eligibility for release is ongoing.

**11.Lump sum agreements**

- a. Provide the name of the financial institution.**
- b. Provide the date the funds were deposited.**
- c. Provide the date the use of funds commenced.**
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.**

This item is not applicable, as the County does not currently utilize the lump sum option.

**12.Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year**

- a. Identify the type of program and number of projects/units completed for each program.**
- b. Provide the total CDBG funds involved in the program.**
- c. Detail other public and private funds involved in the project.**

This item is not applicable, as the County did not operate a housing rehabilitation program during PY 2013.

**13.Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies**

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.**

This item is not applicable, as the County does not currently utilize the Neighborhood Revitalization Strategy Area (NRSA) option.

## **Antipoverty Strategy**

### **1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.**

The prevalence of poverty extends beyond the boundaries of Cook County, presenting as a local, regional, state, and national issue. At its most basic level, poverty indicates a lack of income and resources to fulfill basic human needs relating to health, hunger, education, housing, etc. Poverty may be chronic or episodic. The ongoing economic crisis has exacerbated this issue. A 2010 Brookings Institution report highlighted the “suburbanization of poverty” noting that by 2008, suburbs, specifically those within the largest metropolitan areas, contained the most sizeable and fast-growing population of the poor in the nation. Midwestern communities appeared to experience the most significant increases in the poverty rate between 2000 and 2008. A new book, “Confronting Suburban Poverty” by Elizabeth Kneebone and Alan Berube of Brookings, further articulates this issue.

While Cook County’s capacity to mitigate or eliminate poverty is limited by geography and available resources, the County is committed to supporting programs and projects which will improve the quality of life for low- and moderate-income families including the impoverished. Recognizing that expanding employment opportunities is a critical strategy in addressing the needs of low-income households, Cook County is tackling this issue on multiple fronts.

As a recipient of HUD funding, Cook County complies with Federal Section 3 rules. Section 3 is a provision of the HUD Act of 1968 that helps foster local economic development, neighborhood economic improvement, and individual self-sufficiency. Section 3 requires that HUD recipients, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very-low-income residents in connection with projects and activities in their neighborhoods. Towards this end, CDBG and HOME construction funding application materials highlight major Federal requirements including Section 3 compliance. CDBG funding applicants can attend a pre-application workshop and are required to attend a post-award workshop, which provide an overview of funding requirements including Section 3 as applicable. In addition, funding recipients receive written agreements, which outline pertinent Federal rules and regulations as well as related compliance requirements based upon the funding source inclusive of Section 3 provisions. Funding recipient compliance with Section 3 is assessed via desk and on-site monitoring as applicable.

In addition, the Chicago Cook Workforce Partnership (formerly known as the President’s Office of Employment Training and Cook County Works) along with the Cook County Workforce Investment Board (WIB), is committed to assisting the residents of suburban Cook County through the administration of the Federal Workforce Investment Act (WIA) which provides residents with employment training, placement, and educational opportunities. The Chicago Cook Workforce Partnership offers important job training services and programs to assist residents in the search for employment and helps them to enhance existing job skills. Labor market and Illinois Skills Match assessment services are also available in the Illinois Employment Training Centers / One Stop Centers.

In PY 2011, the City of Chicago and Cook County combined three separate Local Workforce Investment Areas (LWIAs) – Chicago, Northern Cook, and Southern Cook – into a single LWIA. Moving from three administrative agencies to one has helped to streamline and standardize processes for clients, businesses, delegate agencies, and training providers. By combining Chicago and Cook County's workforce development programs, the new entity is able to maximize opportunities for residents looking for jobs, reduce administrative costs, and expand job creation throughout the region. The reorganization, more specifically, also has the potential to result in improved service delivery to residents seeking workforce solutions, help to eliminate duplicative administrative costs across the LWIA system, making more funds available to be used in training and development programs. This new entity remained active in PY 2013.

It is anticipated that the utilization of the Section 108 loan pool will supplement the strategies outlined above.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

- 1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).**

Please see the Appendix for additional information regarding funded programs and projects as well as related accomplishments including completion status.

### **Specific HOPWA Objectives**

- 1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives**

**Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:**

- a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;**
- b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;**
- c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;**
- d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;**
- e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,**



- f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.**

This item is not applicable, as the County does not currently receive HOPWA funding.

**2. This should be accomplished by providing an executive summary (1-5 pages) that includes:**

**a. Grantee Narrative**

**i. Grantee and Community Overview**

- (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services**
- (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected**
- (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS**
- (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body**
- (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations**
- (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.**

**ii. Project Accomplishment Overview**

- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences**
- (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds**
- (3) A brief description of any unique supportive service or other service delivery models or efforts**
- (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.**

**iii. Barriers or Trends Overview**

- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement**
- (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and**
- (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years**



**b. Accomplishment Data**

- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).**
- ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).**

This item is not applicable, as the County does not currently receive HOPWA funding.

# CAPER APPENDIX

## PERFORMANCE DATA

### CDBG

During PY 2013, several CDBG-funded programs/projects proceeded as outlined below. Note – as some performance reports have been requested but are still forthcoming from funding recipients, related data may change.

#### *Planning & Administration*

Agency	Sub-Region	Program/Project Type	CDBG Funding	Status
Alliance to End Homelessness in Suburban Cook County	Countywide	Continuum of Care Planning, Coordination, & Administration	\$50,000	Open - underway
IFF	West	West Cook Housing Collaborative Planning, Coordination, & Administration	\$40,000	Open - underway
South Suburban Mayors and Managers Association	South	Community and Economic Development Planning	\$150,000	Open - underway

#### *Capital Improvements*

Agency	Sub-Region	Program/Project Type	CDBG Funding	Status
Blue Island Citizens for Persons with Developmental Disabilities, Inc.	South	Public Facility Improvements	\$130,000	Completed – all funds drawn
City of Calumet City	South	Street Improvements	\$140,000	Open and Underway – funds remaining
City of Chicago Heights	South	Street Improvements	\$315,000	Open and Underway – funds remaining
City of Countryside	West	Street Improvements	\$172,500	Open and Underway – funds remaining
City of Harvey	South	Demolition	\$250,000	Open and Underway – funds remaining
City of Hometown	South	Street Improvements	\$160,000	Open and Underway – funds remaining
Clearbrook	North	Water/Sewer Improvements	\$100,000	Open and Underway – funds remaining
Helping Hand Center	West	Public Facility Improvements	\$175,000	Open and Underway – funds remaining
New Hope Center, Inc.	South	Public Facility Improvements	\$88,770	Open and Underway – funds remaining
Seguin Services, Inc.	West	Public Facility Improvements	\$78,500	Open and Underway – funds remaining

Sertoma Centre, Inc.	South	Public Facility Improvements	\$200,000	Open and Underway – funds remaining
Stickney Township	West	Street Improvements	\$100,000	Open and Underway – funds remaining
Thornton Township	South	Public Facility Improvements	\$100,000	Open and Underway – funds remaining
Village of Bridgeview	West	Street Improvements	\$100,000	Open and Underway – funds remaining
Village of Broadview	West	Street Improvements	\$212,440	Open and Underway – funds remaining
Village of Burnham	South	Street Improvements	\$75,000	Open and Underway – funds remaining
Village of Evergreen Park	South	Public Facility Improvements	\$100,000	Open and Underway – funds remaining
Village of Glenwood	South	Water/Sewer Improvements	\$100,000	Open and Underway – funds remaining
Village of Hodgkins	West	Street Improvements	\$130,000	Completed – all funds drawn
Village of Justice	West	Street Improvements	\$168,670	Open and Underway – funds remaining
Village of Lansing	South	Street Improvements	\$200,000	Open and Underway – funds remaining
Village of Lemont	West	Sidewalk Improvements	\$250,000	Open and Underway – funds remaining
Village of Lyons	West	Street Improvements	\$220,000	Open and Underway – funds remaining
Village of Maywood	West	Street Improvements	\$265,000	Open and Underway – funds remaining
Village of Melrose Park	West	Street Improvements	\$156,000	Open and Underway – funds remaining
Village of Riverdale	South	Street Improvements	\$280,000	Open and Underway – funds remaining
Village of Schiller Park	West	Street Improvements	\$110,000	Open and Underway – funds remaining
Village of Steger	South	Street Improvements	\$250,000	Open and Underway – funds remaining
Village of Worth	South	Street Improvements	\$240,000	Open and Underway – funds remaining

## Public Services

Agency	Sub-Region	Program/Project Type	CDBG Funding	Status
All Our Children's Advocacy Center	South	General Services	\$43,000	Open – all funds drawn – performance data entry in process and completion pending
Aunt Martha's Youth Service Center, Inc.	South	General Services	\$20,000	Open – all funds drawn – performance data entry in process and completion pending
BEDS Plus Care, Inc.	West	General Services	\$12,500	Open – all funds drawn – performance data entry in process and completion pending
Bethel Community Facility	South	General Services	\$50,000	Open – nearly all funds drawn – performance data entry in process and completion pending
Chicago West Community Music Center	West	General Services	\$35,000	Open – all funds drawn – performance data entry in process and completion pending
Crisis Center for South Suburbia	South	General Services	\$27,000	Open – nearly all funds drawn – performance data entry in process and completion pending
Ford Heights Community Service Organization	South	General Services	\$65,000	Open – all funds drawn – performance data entry in process and completion pending
Ford Heights Community Service Organization	South	General Services	\$30,000	Open – all funds drawn – performance data entry in process and completion pending
Greater Wheeling Area Youth Outreach	North	General Services	\$20,000	Open – all funds drawn – performance data entry in process and completion pending
HCP of Illinois, Inc.	Countywide	General Services	\$45,000	Open – all funds drawn – performance data entry in process and completion pending
Interdependent Living Solutions Center	South	General Services	\$40,000	Open – all funds drawn – performance data entry in process and completion pending
Journeys/The Road Home	North	General Services	\$30,000	Open – nearly all funds drawn – performance data entry in process and completion pending
Ladder Up	Countywide	General Services	\$20,000	Open and underway
Lawyers Committee for Better Housing	South	General Services	\$33,800	Open – all funds drawn – performance data entry in process and completion pending
Metropolitan Tenants Organization	South	General Services	\$30,000	Open and underway
Omni Youth Services, Inc.	North	General Services	\$30,000	Completed – all funds drawn
Omni Youth Services, Inc.	North	General Services	\$35,000	Open and underway
Open Communities	North	General Services	\$65,000	Completed – all funds drawn
Pillars	South	General Services	\$20,000	Completed – all funds

				drawn
Plows Council on Aging	West	General Services	\$30,000	Open – all funds drawn – performance data entry in process and completion pending
Rebuilding Together of Metro Chicago	South	General Services	\$70,000	Completed – all funds drawn
Resources for Community Living	North	General Services	\$35,000	Open – all funds drawn – performance data entry in process and completion pending
Respond Now	South	General Services	\$20,000	Open and underway
Robbins Community Help Agency, Inc.	South	General Services	\$40,000	Open and underway
Sarah's Inn	West	General Services	\$15,000	Completed – all funds drawn
South Suburban Family Shelter	South	General Services	\$40,000	Completed – all funds drawn
South Suburban Housing Center	South	General Services	\$30,000	Open – all funds drawn – performance data entry in process and completion pending
South Suburban Housing Center	South	General Services	\$20,000	Open – all funds drawn – performance data entry in process and completion pending
South Suburban PADS	South	General Services	\$40,000	Open – nearly all funds drawn – performance data entry in process and completion pending
The Business Transactions Externship Program	South	General Services	\$35,000	Open – nearly all funds drawn – performance data entry in process and completion pending
The Catholic Charities of the Archdiocese of Chicago	Countywide	General Services	\$20,000	Open and underway
The Center of Concern	North	General Services	\$30,000	Completed – all funds drawn
The Harbour, Inc.	North	General Services	\$23,000	Completed – all funds drawn
The Josselyn Center	North	General Services	\$32,500	Completed – all funds drawn
The Oak Park Regional Housing Center	West	General Services	\$60,000	Completed – all funds drawn
The South Suburban Council on Alcoholism and Substance Abuse	South	General Services	\$25,000	Open – all funds drawn – performance data entry in process and completion pending
Together We Cope	South	General Services	\$40,000	Completed – all funds drawn
Vital Bridges Center on Chronic Care of Heartland Health Outreach	Countywide	General Services	\$20,000	Open – nearly all funds drawn – performance data entry in process and completion pending
West Suburban PADS, Inc.	West	General Services	\$30,000	Completed – all funds drawn
WINGS, Inc.	North	General Services	\$25,000	Completed – all funds drawn
Women's Business Development Center	South	General Services	\$70,000	Open – nearly all funds drawn – performance data entry in process and completion pending

## ESG

During PY 2013, several ESG-funded programs proceeded as outlined below.

Agency	Sub-Region	Program/Project Type	ESG Funding	Status
Alliance to End Homelessness in Suburban Cook County	Countywide	HMIS	\$28,000	Completed – all funds drawn
BEDS Plus Care, Inc.	West	Emergency Shelter, Homeless Prevention, Rapid Re-Housing	\$35,000	Completed – all funds drawn
Bethel Community Facility	South	Emergency Shelter	\$15,000	Open and underway
Catholic Charities of the Archdiocese of Chicago	Countywide	Homeless Prevention, Rapid Re-Housing	\$55,000	Completed – all funds drawn
Connections for the Homeless	North	Homeless Prevention, Rapid Re-Housing	\$26,000	Open and underway
Crisis Center for South Suburbia	South	Emergency Shelter, Rapid Re-Housing	\$42,000	Completed – all funds drawn
Ford Heights Community Service Organization	South	Homeless Prevention	\$10,000	Completed – all funds drawn
Metropolitan Tenants Organization	South	Homeless Prevention, HMIS	\$10,000	Completed – all funds drawn
PADS to Hope	North	Emergency Shelter	\$29,000	Open and underway
Pillars Community Services	West	Emergency Shelter	\$12,000	Completed – all funds drawn
Respond Now	South	Homeless Prevention	\$16,000	Completed – all funds drawn
South Suburban Council on Homelessness	Countywide	Emergency Shelter, Rapid Re-Housing, Homeless Prevention, HMIS	\$19,000	Completed – all funds drawn
South Suburban Family Shelter	South	Emergency Shelter, Rapid Re-Housing	\$22,500	Completed – all funds drawn
South Suburban PADS	South	Street Outreach, Emergency Shelter, Rapid Re-Housing	\$75,000	Completed – all funds drawn
The Center of Concern	North	Homeless Prevention	\$10,000	Completed – all funds drawn
The Harbour, Inc.	North	Emergency Shelter, Rapid Re-Housing	\$18,000	Completed – all funds drawn
Together We Cope	South	Homeless Prevention , Rapid Re-Housing	\$51,000	Open and underway
Vital Bridges Center on Chronic Care of Heartland Outreach, Inc.	West	Emergency Shelter	\$10,000	Completed – all funds drawn
West Suburban PADS	West	Street Outreach, Emergency Shelter, Rapid Re-Housing, Homeless Prevention	\$80,000	Completed – all funds drawn
WINGS Program, Inc.	North	Emergency Shelter	\$30,000	Completed – all funds drawn

## **HOME**

During PY 2013, several HOME-funded projects proceeded as outlined below. Note – many of these were funded with older available HOME funds, which pre-date the Program Year 2013 HOME funding allocation as well as 2013 dollars.

<b>Developer</b>	<b>Project Name</b>	<b>Project Type</b>	<b>Project Location</b>	<b>HOME Funding</b>	<b>Status</b>
Karry L. Young Development, LLC	Greenwood	Rehabilitation – Rental	Maywood	\$2,300,000	Open - Under Construction
The Alden Foundation	Mount Prospect Horizon	New Construction – Rental	Mount Prospect	\$500,000	Open - Construction Nearly Complete
Senior Lifestyles Corporation	Senior Suites Fays Point	New Construction – Rental	Blue Island	\$4,000,000	Open - Construction Nearly Complete
PLCCA	Lexington	Rehabilitation – Rental	Maywood	\$4,335,257	Open - Under Construction
Hines VA Limited Partnership	Freedom's Path	New Construction – Rental	Hines	\$2,250,000	Open - Under Construction
Sertoma Centre	Kimball Court	New Construction – Rental	Homewood	\$978,000	Open - Under Construction
Weiss Properties/Turnstone	Thorn Creek Senior Living	New Construction – Rental	Thornton	\$2,400,000	Open - Construction Pending